

2015 STUDENT HOUSING WORK PLAN

(Adopted by Resolution 2015-01 on January 6, 2015)

Report Out Target Date: August 25, 2015

ITEM	DESCRIPTION	DELIVERABLE	TARGET DATE	STATUS
1(a).	Designate NAU-City Internal Work Group (IWG) to <ul style="list-style-type: none"> Develop plan to expand NAU Code of Conduct off campus (IWG #1) 	IWG #1: NAU: Jane Kuhn, Rick Brandel (Student Life), Sarah Bickel (President's Office); CITY: Walt Miller, Kevin Treadway, Jerene Watson; existing groups to employ Work Plan elements: <ul style="list-style-type: none"> "Good Neighbor Coalition" (NAU PD and City PD participate) Student Transportation Action Committee (Erika Mazza, NAIPTA, committee member) 	1/16/15	Initial discussion held 1/16/15 Lead Staff: Jerene Watson (CMO) Erika Mazza (NAIPTA) with NAU Student Transportation Action Cmte.
	<ul style="list-style-type: none"> Assign staff to work with External WG on Student Housing Action Plan (SHAP) (IWG #2) 	IWG #2: CD: Rick Barrett, Sarah Darr, Dan Folke, Roger Eastman, Reid Miller, Stephanie Sarty, Dave Wessel; CMO: Jerene Watson; EV: Karl Eberhard, Heidi Hansen; LEGAL: Michelle D'Andrea; PD: Walt Miller, Kevin Treadway (will confer with NAU PD)	1/30/15	Initial discussion held 1/30/15 and assignments made w/ timelines Lead Staff: Jerene Watson (CMO)
1(b).	Designate External Stakeholder Work Group (EWG): NAU, City and Stakeholders	1. Establish EWG members with to consist of seven members, co-chaired by NAU (Dr. Sarah Bickel) and City (Deputy City Manager Jerene Watson) with one representative each from the League of Neighborhoods, Friends of Flagstaff's Future, the Chamber of Commerce, the construction industry, and a property management company (To date –Volunteer is Amy Smith of the BellanvGroup)	February/ March 2015	Pending
		2. SHAP: Review Regional Plan for possible amendments, staffed by IWG #2 CD staff	Begin Mar.2015 -Aug 2015	
		3. Develop neighborhood component with private sector: Off-campus housing guide for freshman orientation and sophomore "move-out" timing staffed by IWG #1 NAU staff	Begin Mar.2015 -Aug 2015	
		4. Property Owner Outreach on trash, parking, noise, etc. in single family detached neighborhoods who are renting to students. Get HOA's to sign up for orientation and communicate efforts to members	Begin Mar.2015 -Aug 2015	
2(a).	Review Party Ordinance for more landlord & party host accountability.	IWG #2: Consider extending warning periods from 90 to 180 days, security plans, police-response fee, using Tucson "scarlet letter" notices, etc. Task: Legal (Marianne Sullivan & Michelle	3/10/15 revised ord. to Council	Initial discussion 1/30/15 Lead Staff: Walt Miller (PD)

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		D'Andrea) to provide material to PD		
2(b).	Develop a Security Ordinance Focused on Crime Free Multi-Housing	<u>IWG #2</u> : 2(b) and 2(e) go hand in hand; Task: Legal to work with CD & Legal to determine and develop both a security ordinance and establish post-construction consequences for non-compliance	3/10/15 to Council	Initial discussion 1/30/15 Lead Staff: Michelle D'Andrea (Legal) 2
2(e).	Work with CD & Legal to determine Post-construction non-compliance penalties			
2(c).	Determine Standard Security conditions for Development Agreements (DA) and Zoning Ordinances	<u>IWG #2</u> : PD recommends a "hotspot" concept and review of Tempe and Tucson models for what has been legislated/what works Task: Dan, Roger & Walt to research security elements and develop	TBD (April 2015?)	Initial discussion 1/30/15 Lead Staff: Dan Folke (CD)
2(d).	CD's IDS (Interdivisional Staff) meeting will include PD/NAU PD comments for consideration in applications that meet criteria	<u>IWG #2</u> : Dan will contact PD's Ryan Darr and NAU PD for comments to be included in applications that reach the threshold of number of residential units (to be determined)	As needed	Initial discussion 1/30/15 Lead Staff: Dan Folke (CD)
3.	Consider a Neighborhood/ University Liaison for FY16 Budget.	<u>IWG #1</u> – Job description, budget including outreach, work plan development for Liaison duties, and establish whether outreach funds goes to Southside officers or are handled by NAU staff. Note: Dr. Cheng has offered to use existing NAU staff and has asked Dean Rick Brandel in Student Affairs to find the Liaison within his team. Task: Jerene to follow up with Rick Brandel	Pending	Initial discussion 12/2/14 at City Hall with NAU-Dr. Cheng and EVP Sarah Bickel IWG#1 discussion 1/16/15
4.	Review Flagstaff Zoning Code for communication/ notification timing with neighbors on student housing developments	<u>IWG #2</u> : CD to compare this to Ft. Collins (or other appropriate process that accomplishes work plan goals). Undertake further review of how the neighborhood meeting is conducted in terms of who hosts, what is or should be required purpose & content, role of staff, etc.	July 2015	Initial discussion 1/30/15 Lead Staff: Dan Folke (CD)
5.	Re-examine a Parking Permit System in the Southside	<u>IWG #2</u> : Staff will prepare a two-part session with Council beginning in March to bring back previous research & history, costs and new ideas to offer.	3/24/15 to Council (Part I) Part II	Initial discussion 12/2/14 at City Hall with NAU-Dr. Cheng and EVP Sarah Bickel

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		Task: Karl to work with Dan, Erika, Walt, Dave, and Heidi to refine research and provide updated information for Council consideration	back to Council TBD	IWG#1 discussion 1/16/15 Lead Staff: Karl Eberhard (EV) 2
6.	Review definition of “Family” in City Zoning code	<u>IWG #2</u> : City Attorney to review definition of ‘Family’ in Ch. 10 of City Code and explore legal risk, practical concerns, impacts, etc. Task: Legal, CD-Planning and CD-Housing to review and discuss; has implications for federal programs	TBD – (June 2015?)	Initial discussion 1/30/15 Lead Staff: Michelle D’Andrea (Legal)
7.	Examine “Use-by-Right” process for Student Housing proposals	<u>IWG #2</u> : Explore requiring public meeting for Use-by-Right developments; Understand what is informative v. discretionary Explore what to do when people don’t like it, but there is no discretion Task: Legal to review and have opinion by end of February whether there should be a change in development process and whether the public has equal standing Task: CD to review and draft a standard process based upon Legal opinion and options for when some in public don’t like	March 1 (Legal) July 1 (CD)	Initial discussion 1/30/15 Lead Staff: Dan Folke for (CD) Michelle D’Andrea for Legal
8(a). & 8(c).	Traffic Impact Analysis possibilities	<u>IWG #2</u> : City & FMPO consider funding a consultant to develop trip generation models for the “student housing” category; explore and develop multi-modal traffic impact analysis tool to measure bike, ped, and bus transportation impacts of developments. Task: Dave, Erika, Reid & Stephanie to team on these two elements	TBD (June 2015?)	Initial discussion 1/30/15 Lead Staff: Dave Wessel
8(b)	Update (using grant funds) the mobility and land use components of Milton Avenue (Corridor Plan-??)	<u>IWG #2</u> : This is intended to address traffic impacts of mixed use and multi-family developments, including student housing. <ul style="list-style-type: none"> Use IWG #2 plus ADOT/FMPO to continue to explore Lone Tree alternative to Milton Re-examine Pedestrian access corridors across Milton with eye toward combining improvements Task: Dave to clarify what the 2004 ADOT Flagstaff Urban Mobility Study was developed to do (it was not adopted); what current	2/17/15 CCR	Initial discussion 1/30/15 Lead Staff: Dave Wessel

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		operations and study along Milton entails (no grant awarded; will reapply)		3